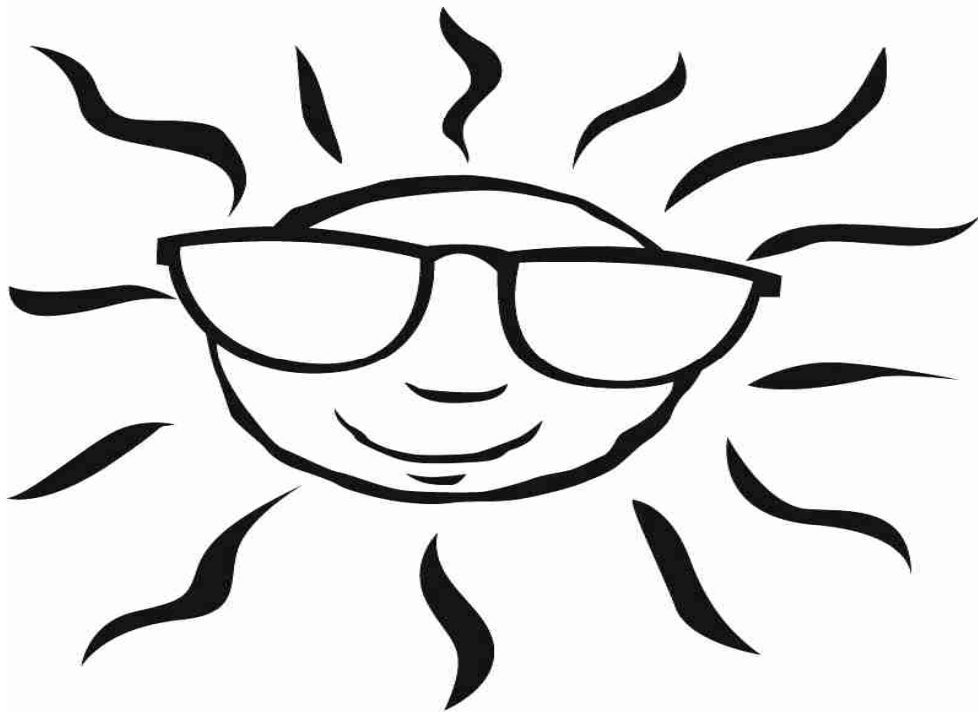


2012
Westwood
Recreation



Summer
Playground

PARENT HANDBOOK

June 25th - August 3rd

SUMMER PLAYGROUND PROGRAM

Monday, June 25th-Friday, August 3rd

The Summer Playground Program is available to all Westwood children who are 4 years old as of 10/1/2012 through 8th grade (as of 9/2012). Our objective is to provide quality care for your children as we offer them a variety of fun -filled activities, such as games, arts/crafts and special events throughout the **6-week** program. The fee is \$250.00 for residents and \$300.00 for non-residents.

Registration begins on Wednesday, May 2nd and ends on Friday, June 1st. There will be a **\$25.00 late fee** for any registrations accepted after that date.

STAFF

Supervisor of Playgrounds, John Orfini: This is John's 6th year as Supervisor and his 16th year on staff. He has been the Elementary Media Specialist for the Cresskill School System for the past 23 years. (201) 220-9252

Pre-School Director, Diane Russell: This will be Diane's 5th year as Director. She is also the Director of the Recreation Pre-School. (201) 220-9369

Berkeley K-3 Director, Matt Penn: This is Matt's 1st year as Director and 5th on staff. He is a Special Education Teacher at Westwood MS. (201) 286-5655

Jake Voorhis Park Director, Cathy Sok: Cathy has held this position for the past 13 years. She had been a physical education teacher at Elizabeth High School for 6 years. (201) 220-6246

Brookside Park Director, Caryn Gray: This is Caryn's 1st year as Director. She is a Basic Skills Teacher in Cresskill. (201) 666-3545

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Gary Buchheister, Recreation Director, gbuchheister@westwoodnj.gov
Margaret McDonough, Administrative Asst., mmcdonough@westwoodnj.gov
Westwood Recreation - 201-664-7882

All of our counselors are either in the 11th or 12th grade or in college. They attend a mandatory counselor orientation and a First Aid training session. We also have volunteer CIT's (counselors in training) who are in 9th or 10th grade that assist our regular staff.

ABOUT OUR PROGRAM

PRE-SCHOOL at Berkeley School

This program is available to children ages 4-5 (as of 10/1/12) at Berkeley School.
The hours are 9:30am-12:30pm, Monday-Friday. Fee: \$250.00 per child

BERKELEY K-3RD GRADE

Children entering grades Kindergarten - 3rd Grade (as of 9/1/12) are welcome.
The hours are 9:30am-2:30pm, Monday-Friday. Fee: \$250.00 per child

JAKE VOORHIS PARK and BROOKSIDE PARK

Children entering grades 4-8 (as of 9/1/12) are welcome to choose either location.
The hours are 9:30am-2:30pm Fee: \$250.00 per child

RAIN POLICY

The Pre-School and the Berkeley K-3 program will continue to stay open regardless if there is rain or not. Brookside and Jake Voorhis Parks have the following procedure:

If there is a steady rainfall **before** 9:30am, the parks will be closed for that day. Your children may come to the Community Center and the day's program will be held indoors. Staff will supervise activities, sports, games, and arts and crafts. If rain begins to fall steadily **after** the parks open at 9:30am and prior to 11:00am, please arrange to pick up your child. The program will continue at the CC. If a steady rain persists after 11:00am, please arrange to pick up your child, as the parks will close and programs will be canceled for the day. If you are unsure, please contact your child's camp director or call the Recreation Department at 201 -664-7882.

***In the event of extreme heat (95 or higher), programs at Brookside and Voorhis Parks will be held in the Community Center.

BEFORECARE AND AFTERCARE PROGRAM

The Summer Playground Program has a Before Care and After Care Program that will be held at Berkeley School for children in grades K-3rd grade and at Brookside Park for children in grades 4-8. **The fees listed below are for the entire 6 weeks. Before Care (7:30-9:30am daily) \$225 - After Care (2:30-5:30pm daily) \$325**

Children will be supervised by the Directors and the counselors at that site.

We need a minimum of 10 children to register at each site.

There is a separate registration form that must be filled out.

GENERAL POLICIES

Children must follow all rules and regulations as stated by the summer playground staff. These rules are established in order for our staff to provide your child with a safe, caring, and fulfilled environment. Please review the following list with your child, so that he/she fully understands the policies and procedures of our playground program.

- Please do NOT send your child before 9:30am as there will **NOT BE** any staff supervision before then. Also, please pick up your child no later than the stated dismissal time. Failure to do so will result in a late fee of \$10.00.
- With parental/guardian authorization, children at either Brookside or Voorhis Park may leave the parks only for lunch or at the end of the day. All children must sign in and out. Notes can be sent when exceptions are necessary.
- It is the responsibility of the parent/guardian to notify his/her children's counselor when taking your children from the park before their scheduled end time. Every child must be signed out. This confirms where your children are at all times.
- If anyone other than the parent or legal guardian is picking up their child, we require a written note authorizing who is allowed to pick up your child.
- Children will be grouped according to their grades and gender. Each group will be supervised by a specific staff counselor for the entire program. Children will be introduced to their counselor on the first day of the program, so it is advisable that the parent/guardian stay with his/her child to meet the counselor as well. Since there is a partnership between staff and family, please keep our staff informed of any special instructions concerning your children.
- All problems concerning your children should be brought to the attention of his/her counselor. If the parent/guardian is not satisfied with the results obtained through the counselor, then please address the site director.
- Children will be given two playground shirts at the time of registration. **They are to be worn everyday.** Children will not be permitted to stay without wearing them. This enables the staff to readily spot a playgrounder as it identifies and locates legitimate children in the program. Additional shirts can be purchased for \$7.00.

- Under no circumstances will bullying, fighting, or the use of foul language be permitted. Any child exhibiting inappropriate behavior will be informed that his/her behavior is unacceptable and must cease immediately. Extreme, unacceptable behavior could result in the temporary removal of a child from program activities. Parents will be advised should such a decision be made by the site director. After parents have been informed of an issue; should there be any more behavioral problems, the child may be suspended for the duration of the season.
- Proper clothing must be worn at all times. Sneakers are the suggested footwear. Flip-flops are not advisable as the wearer may fall and get injured. Sunscreen should be applied to children prior to attending camp.
- Please do not have your children bring (to camp) any valuables, such as electronic devices, games or jewelry. We are not responsible for lost items.
- The water sprinklers are turned on during the day to cool off the children. Please be aware that their clothes will get wet.
- Children enrolled in the PreSchool Camp should bring a snack/drink daily. All other children may bring a bag lunch or they can be picked up at 12pm. An ice cream truck will visit Voorhis and Brookside Parks every afternoon with a variety of ice cream for only \$1.00. Berkeley School staff will sell ice cream.
- If your child has any allergies or any other medical/special condition, fill out a medical information form and return it to the Recreation Dept. prior to the start of camp. Please also contact us if your child needs any other accommodations.
- Pictures of the children will be taken for press releases. Please contact the Recreation Department if you do not want your child photographed.
- All questions, comments, or concerns about the program itself should be directed to the Supervisor of Playgrounds, John Orfini, at (201) 220-9252 or Gary Buchheister, Recreation Director at (201) 664-7882.
- At the end of the season, you will be asked to complete a parent/guardian satisfaction survey. Please take a moment to answer the questions openly and honestly as our goal is to build upon and improve our existing program and your input is very crucial to us.

TRIP INFORMATION

The Summer Playground Program offers trips for the children enrolled in the Voorhis/Brookside Park Programs. Registration for the trips will be held starting on May 2, 2012, at the Recreation Department on a first-come, first-serve basis. We will have a registration form for each child. It will be kept and used for the entire program which you may update at any time.

On most bus trips, we only accept a maximum of 42 children who will be supervised by 8 staff members. Please register early!

Registration must be completed 48 hours prior to any individual trip!

PAYMENTS

Payment for trips must be paid at the Recreation Department only, in cash (exact change only) or by check made out to: "Borough of Westwood.". Refunds will only be issued if notice is given 24 hours in advance of the trip. If a trip is cancelled by the Recreation Dept., you will be given a full refund. All refunds will be processed at the end of the summer. If you have any questions, please contact the Recreation Department at 201-664-7882 or e-mail recreation@westwoodnj.gov

BUS RULES

All bus trips depart from and return to the parking lot at the **COMMUNITY CENTER**. Buses cannot accommodate those arriving late as it will leave promptly at the designated time. Children **MUST** wear their Westwood Summer Playground T-shirt; no child will be permitted on the bus without it. In the event you do not wish to send your child on a trip, the playgrounds will remain open. Any child who misbehaves, or does not follow the rules and regulations of his/her counselor, will not be permitted to attend any future trips. Parents are not allowed to attend any trips with the camp.

WATER ACTIVITIES

Children who do not know how to swim will not be permitted to sign up for any of the bus trips involving swimming. We abide by all of the rules and regulations of Westwood's Pascack Valley Swim Club, children will be tested for deep water swimming. Only those children who can swim the length of the pool may use the diving board. Contact the swim club directly at 201-664-1080 if you would like to join.

PLEASE NOTE: CHILDREN SHOULD NOT BRING ANY VALUABLES ON TRIPS.

2012 TRIP SCHEDULE (Brookside & Voorhis Park)

Wednesday, June 27 - *LAND OF MAKE BELIEVE* - Bus leaves at 9:00am and returns at 4:30pm. Cost of \$35.00 includes admission, pizza, lemonade and ice cream sandwich. Bathing suit, sun screen & towel are required. Great for children in grades 4-8. Concession stand and Souvenir shop available. Visit www.lomb.com for more information.

Thursday, June 28 - *SWIM VENTURE #1* to the Pascack Valley Swim Club. Transportation is not provided! Enter the Swim Club at 11am as a group. Wear swim suit, bring a towel and sun screen. The fee is \$7.00, plus \$1.25 for each slice of pizza. Refreshments are available at the snack stand. Pick up promptly at 2:30pm Swim Club members must register (no fee). Rain Date is Friday, June 29th.

Monday, July 2 - *ICE SKATING@FRITZ DIETL'S* - Meet at 639 Broadway at 12:15pm. Cost of \$10.00 includes admission and skate rental. Enjoy a cool afternoon of skating. Pick up at 2:30pm. An *Ice Capades* Performer/skating coach will be on hand. Wear pants & sweatshirt and bring gloves too!.

Thursday, July 5 - *SWIM VENTURE # 2* Rain Date is Friday, July 6th.

Monday, July 9 - *MONTVALE LANES* Meet at 14 Grand Ave. at 12:15pm. Cost of \$6.00 includes 2 hrs of bowling & shoe rental. Bring a bag lunch or purchase food at the snack stand. Pick up at 2:30pm.

Wednesday, July 11 - *SPLASH PARTY* at the Swim Club(6-9pm)-Free- Separate registration

Thurs, July 12 - *SWIM VENTURE # 3* Rain Date is Friday, July 13th.

Monday, July 16 - *MOVIE DAY at THE PASCACK THEATER* - We will meet in front of the theater at 12:15pm to check in. Movie time is scheduled for 12:30pm. The Movie will be an appropriate, current release. Admission with popcorn and small soda is \$5.00. Pick up at 2:30pm

Tues. July 17th - *ROCKLAND BOULDERS* - Bus leaves at 9:45am and returns by 2:30pm. Cost of \$25.00 includes ticket to minor league baseball game and a \$5.00 food voucher. Souvenir shop available.

Wednesday, July 18 - *CRYSTAL SPRINGS WATER PARK* - Bus leaves at 9:30am and returns at 4:30pm. Cost of \$25.00 includes admission to a great age appropriate water park. Bring a bag lunch or purchase at snack stand. Bathing suit, sun screen & towel are required. Great for children in grades 4-6.

Thurs, July 19 - *SWIM VENTURE # 4* Rain Date is Friday, July 20th.

Monday, July 23 - *MONTVALE LANES* Meet at 14 Grand Ave. at 12:15pm. Cost of \$6.00 includes 2 hrs of bowling & shoe rental. Bring a bag lunch or purchase food at the snack stand. Pick up at 2:30pm.

Tuesday, July 24 - *DARLINGTON PARK SWIM AREA, MAHWAH* - Bus leaves at 9:30am and returns at 3:00pm. Cost of \$15.00 includes admission and lunch. Bathing suit, sun screen & towel are required.

Thurs. July 26 - *SWIM VENTURE # 5*. Rain date is Friday, July 27th.

Tuesday, July 31 - *MOUNTAIN CREEK WATER PARK* - Bus leaves at 9:30am & returns at 6:00pm. Cost of \$45.00 includes - two dozen water rides, slides & pools, and lunch voucher. No additional food permitted in park. Concession stand available. Bathing suit, sun screen & towel are required. Visit mountaincreekwaterpark.com for more info. Recommended for children in grades 6-8.

Thurs. August 2 - *SWIM VENTURE # 6*. Rain date is Friday, August 3rd.



2012 PRE-SCHOOL CALENDAR



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
JUNE 25 1st Day - Meet the Staff! 	JUNE 26 STUFFED ANIMAL PARADE 	JUNE 27 ZOOM COMEDY MAGIC SHOW 	JUNE 28 SCAVENGER HUNT 	JUNE 29 A Day at the Races Free Ice Friday
JULY 2 EVERYONE'S BIRTHDAY 	3 PROUD TO BE AN AMERICAN Wear Blue Shorts	4 CLOSED 	5 Take Me Out To The Ball Game 	6 SCIENCE DEMO Free Ice Friday
9 STORY TIME WITH MS.DUNN 	10 B.C SHERIFF 	11 FACE PAINTING & TATTOO DAY 	12 SUMMER FOOD DRIVE 	13 SLIP & SPLASH Free Ice Friday
16 STORY TIME WITH MS.DUNN	17 B.C SHERIFF 	18 STORYBOOK DAY 	19 CRAZY HAT DAY 	20 WILD RAPIDS Free Ice Friday
23 STORY TIME WITH MS.DUNN	24 HALLOWEEN IN JULY Wear your favorite costume	25 BE AN ARTIST 	26 Westwood F.D. WET DOWN 	27 Tropical Water Slide Free Ice Friday
30 STORY TIME WITH MS.DUNN	31 CLOWNING AROUND 	AUGUST 1 SUMMER CARNIVAL 	2 BBQ @ BERKELEY Free Hot Dogs/Drinks	3 STAFF APPRECIATION DAY



2012 BERKELEY K-3 CALENDAR



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
JUNE 25 1st Day -Meet the Staff! 	JUNE 26 CREATE YOUR OWN HAT DAY 	JUNE 27 ZOOM COMEDY MAGIC SHOW 	JULNE 28 SCAVENGER HUNT 	JUNE 29 KNOCK HOCKEY TOURNAMNET Free Ice Friday
JULY 2 EVERYONE'S BIRTHDAY 	3  PROUD TO BE AN AMERICAN Wear Blue Shorts	4 CLOSED 	5 JUMP ROPE/ HULA HOOP CON-TEST	6 SCIENCE DEMO  Free Ice Friday
9 HAWAIIAN LUAU 	10 B.C SHERIFF 	11 FACE PAINTING & TATTOO DAY 	12 SUMMER FOOD DRIVE 	13 SLIP & SPLASH  Free Ice Friday
16 SIDEWALK CHALK DRAWING CONTEST	17 B.C SHERIFF 	18 SPORTS DAY 	19 CRAZY HAT DAY 	20 WILD RAPIDS  Free Ice Friday
23 TIE DYE (K&1) Please bring a white T-shirt	24 TIE DYE (2&3) Please bring a white T-shirt	25 TIE DYE (make up) Please bring a white T-shirt	26 Westwood F.D. WET DOWN 	27 Tropical Water Slide  Free Ice Friday
30 CAMP OLYMPICS 	31 TALENT SHOW 	AUGUST 1 SUMMER CARNIVAL 	2 BBQ @ BERKELEY Free Hot Dogs/Drinks	3 STAFF APPRECIATION DAY 



2012 BROOKSIDE /JAKE VOORHIS PARK CALENDAR



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
JUNE 25 1st Day Meet the Staff 	JUNE 26 Begin Mural Project 	JUNE 27 LAND OF MAKE BELIEVE 	JUNE 28 SWIM VENTURE Pascack Valley Swim Club	JUNE 29 4TH OF JULY PROJECTS Free Ice Friday
JULY 2 FRITZ DIETL 	3 TIE DYE DAY Please bring a white T-shirt	4 CLOSED 	5 SWIM VENTURE 	6  BICYCLE SAFETY DAY Free Ice Friday
9 MONTVALE LANES 	10 TIE DYE MAKE UP DAY 	11 SPLASH PARTY 6-9PM Pascack Valley Swim Club	12 SWIM VENTURE 	13  SUMMER FOOD DRIVE Free Ice Friday
16 PASCACK THEATRE 	17 ROCKLAND BOULDERS 	18  CRYSTAL SPRINGS WATER PARK	19 SWIM VENTURE 	20  EVERYONE'S BIRTHDAY Free Ice Friday
23 MONTVALE LANES 	24 DARLINGTON PARK 	25 Westwood FD WETDOWN 	26 SWIM VENTURE 	27 CAMP OLYMPICS  Free Ice Friday
30 FACE & NAIL PAINTING 	31 MOUNTAIN CREEK 	AUGUST 1 SCAVENGER HUNT	2 SWIM VENTURE 	3 STAFF APPRECIATION DAY 

COUNSELOR-IN-TRAINING PROGRAM

The Summer Playground Program offers incoming 9th or 10th graders an opportunity to join our staff as CIT's. This volunteer position will allow students to gain hands on experience, while working alongside a paid counselor. They will learn how to supervise a group of children and plan activities for them throughout the summer. Please fill out an application form at the Recreation Dept. Please note that there are a limited number of positions available, and CIT's are not guaranteed employment in the Summer Program the following year.



SUMMER CONCERT SERIES

Veteran's Memorial Park - 8:00pm



Thursday, June 28th - Joan Gardner as Lady Blue(R&B/Soul)
Thursday, July 5th - Reminisce (Oldies)
Thursday, July 12th - No Discipline (Reggae)
Thursday, July 19th - Five Track Mind (Classic Rock)
Thursday, July 26th - Tramps Like Us (Bruce Springsteen)

Make it a night out by dining in any of Westwood's fine restaurants.
www.destinationwestwood.com



SUMMER MOVIES IN THE PARK



Veteran's Memorial Park - Train Station - 8:00pm

**FREE
POPCORN**

August 6th - The Muppet Movie (2011) PG
August 13th - Apollo 13 (1995) PG
August 20th - The Goonies (1985) PG
August 27th - North By Northwest (1959) PG



2012 SUMMER CAMPS

Listed below are private camps who utilize our facilities.
Please contact them directly if you have any questions.

ART CAMP

August 6-10 from 9:30-12:00pm for children in grades K-3. Campers will create masterpieces and get messy by making sticky spaghetti designs, paint that fizzes, messy portraits and mud paintings. Fee: \$155.00. Visit www.abrakadoodle.com.nj04

AVIATION CAMP

Students will be instructed on how to build and fly air models, while integrating math, technology, aerodynamics, architecture and woodworking. August 6-10 from 9am-12noon, grades K-5 Fee: \$165.00 For more info www.thehobbyquest.com

CRAFTY KITCHEN CAMP

Come cook and craft with us as we prepare tasty summertime treats and art projects with different seasonal/multicultural theme days! Campers will learn how to make recipes such as summer vegetable pizzas, home made lemonade and much more. August 6-10 from 1pm to 3:30pm Grades 2-6 Fee: \$125.00

CHESS CAMP

Playing chess can enhance reading, memory, math abilities and raise IQ scores. August 6th -10th from 1pm-4pm at the CC for children ages 6 -12. All levels are welcome. Fee: \$180.00 For more info call Martin Kenny at 201-943-0477

GOLF CAMP

TGA Premier Junior Golf is conducting this camp August 6-9 (Friday rain date) from 9am-12pm. at Voorhis Park for children in grades K-8. TGA provides all the equipment. Children will learn proper swing technique, the rules of golf and enjoy fun games and contests throughout the day. Fee: \$185.00

MULTI-SPORTS CAMP

The U.S. Sports Institute's summer program is returning for its 8th year teaching and playing 15 sports in one week! The camp is held August 6th to 10th at Brookside Park.

Children ages 6 to 14, 9am -4pm; \$179, 9am -12:30pm; \$149, 1-4pm, \$119 ages 3-5, 4:30-5:30pm, \$69.00 (all participants receive a t-shirt). In case of rain, the camp will be held in the CC. Visit www.ussportsinstitute.com for more info.

PERFORMING ARTS CAMP

Grades K-2, 9:30am-12:30pm features singing/dancing/mask making. Fee: \$100;
Grades 3-6, 9am-3pm, training in voice/dance/acting. Fee \$185- August 6-10 at the CC
Both classes will put on a performance at the end of the week.

TENNIS CAMP

Tennis Dynamics will conduct this camp July 23-27 from 9am-12pm at the Westwood High School Tennis Courts for children ages 7-17. Drills, games, contests and prizes will highlight this week-long camp. Fee: \$170.00 Call Bill at 973-916-1882 for more info